

3 FAH-1 H-3520 ABSENCE WITHOUT OFFICIAL LEAVE (AWOL)

(TL:POH-9; 04-03-1996)

This subchapter contains guidelines and procedures which implement the regulations published in 3 FAM 3520, and should be used in conjunction with that subchapter. (Regulations concerning AWOL for Foreign Service National employees are found in 3 FAM 7470 .)

3 FAH-1 H-3521 DEFINITION

(TL:POH-9; 04-03-1996)

(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)

(Applies to Foreign Service and Civil Service employees)

Absence without official leave (AWOL) is a non-pay status and means any absence from duty which has not been approved in accordance with the provisions of applicable regulations and policy.

3 FAH-1 H-3522 CHARGING FOR HOLIDAYS WITHIN PERIOD OF STATUS

(TL:POH-9; 04-03-1996)

(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)

(Applies to Foreign Service and Civil Service employees)

Holidays occurring within a period of non-pay status for which pay would otherwise be received is recorded as LWOP. If the employee is in a pay status at the close of business on the last workday preceding the holiday or at the beginning of business on the first workday following the holiday, the employee receives pay for the holiday.

3 FAH-1 H-3523 THROUGH H-3529 UNASSIGNED